



# Karting Australia (KA) Policy

## Member Protection Policy Frequently Asked Questions

Policy number	ES-015	Version	V1
Drafted by	Michael Masi	Approved by Board on	3 March 2014
Responsible person	CEO	Scheduled review date	1 March 2017
<b>Status</b>	<b>Public</b>		

*Terms used in this document are defined in the "Definitions" section of the KA Member Protection Policy*

### Q: Why has KA implemented a Member Protection Policy?

- A. The establishment of the Member Protection Policy (MPP) is an important step in ensuring our members participate in a safe environment free of harassment, and providing a mechanism for complaint resolution and guidelines for child protection. It is also a requirement of the Australian Sports Commission.

### Q: What specific guidelines does the Member Protection Policy include?

- A. The policy includes the following guidelines:
- Code of conduct;
  - Child protection policy and state requirements;
  - Anti-Discrimination and harassment policy;
  - Workplace bullying;
  - Complaints and handling procedures;
  - Victimisation and vilification;
  - Mediation and investigation procedures;
  - Hearings and tribunals procedures; and
  - Disciplinary measures.

### Q: Who does the MPP apply to?

- A. The MPP applies to the following, whilst involved in KA related activities, whether they are in a paid or unpaid/voluntary capacity:
- Members of KA Board, commissions, councils, committees, working groups and panels;
  - Employees, contractors and volunteers;
  - Competitors;
  - Officials;
  - Members, including life members;
  - Affiliated clubs and associated organisations;
  - Organisers and sponsors;
  - Persons or organisations that are members of or affiliated to KA including Ordinary Members and Affiliated Clubs;
  - Any other persons and organisations participating in a KA activity.

### Q: If the MPP applies to me, what should I be doing?

- A. Individuals bound by KA MPP are responsible for:
- Making themselves aware of the MPP and complying with the standards of conduct outlined in the MPP;



- Consenting to a national police check where required if the individual holds or applies for a role that involves direct and unsupervised contact with people under the age of 18 years;
- Complying with all other requirements of the MPP;
- Co-operating in providing a discrimination, child abuse and harassment free sporting environment;
- Understanding the possible consequences of breaching the MPP.

---

#### **Q: My State and my club are KA affiliated – what do we need to do?**

- A. AKA affiliated States and Clubs must:
- Adopt, implement and comply with this MPP;
  - Publish, distribute and otherwise promote the MPP and the consequences for breaching it;
  - Promote appropriate standards of conduct at all times;
  - Promptly deal with any breaches of or complaints made under the MPP in an impartial, sensitive, fair, timely and confidential manner;
  - Apply the MPP consistently without fear or favour;
  - Recognise and enforce any penalty imposed under the MPP;
  - Ensure that a copy of the MPP is available or accessible to persons to whom this MPP applies;
  - Appoint or have access to appropriately trained people to receive and handle complaints and display the names and contact details in a way that is readily accessible; and
  - Monitor their compliance with the MPP.

---

#### **Q: If I want to make a complaint, who do I contact?**

- A. In the case of a breach of the MPP, you (the complainant) should try to sort out the problem with the person or people involved if you feel able to do so.

If you are unable to do this, your first point of contact should be your State Secretary's Office. State Office staff will put you in contact with a registered Member Protection Information Officer (MPIO) who can give you advice with your complaint.

---

#### **Q: Should our KA affiliated club have a trained MPIO?**

- A. Despite not being compulsory for every AKA affiliated club to have a trained MPIO, where possible, clubs should try and resolve claims at club level first. The best way to do this would be for your club to have an MPIO who can support your members with any claims they may have.

If you would like to learn more about how to become a trained MPIO, please follow this link:

[http://www.ausport.gov.au/supporting/integrity\\_in\\_sport/resources/mpio\\_education](http://www.ausport.gov.au/supporting/integrity_in_sport/resources/mpio_education)

---

#### **Q: What would be considered a breach of the MPP?**

- A. It is a breach of the MPP for any person or organisation to which it applies, to have been found to have:
- Breached the Code of Conduct;
  - Brought the sport and/or KA into disrepute;
  - Failed to follow KA policies and procedures for the protection, safety and welfare of children;
  - Appointed or continued to appoint a person to a role that involves working with children and young people contrary to the policy;
  - Discriminated against or harassed any person;
  - Victimised another person for reporting a complaint;
  - Engaged in a sexually inappropriate relationship with a person that the person supervises, or has influence, authority or power over;



- Disclosed to any unauthorised person or organisation any KA information that is of a private, confidential or privileged nature;
- Made a complaint they knew to be untrue, vexatious, malicious or improper;
- Failed to comply with a penalty imposed after a finding that the individual or organisation has breached the policy;
- Failed to comply with a direction given to the individual or organisation during the discipline process; and
- Acted in any way contrary to the policy

---

**Q: Where can I obtain a copy of KA Member Protection Policy?**

A. KA MPP is downloadable from our website. <http://www.karting.net.au/>

---

**Policy Manager**

**CEO – Kelvin O’Reilly**

Department: Administration